

• BELMONT PUBLIC LIBRARY
MASSACHUSETTS

BELMONT,

• MEETING OF THE BOARD OF TRUSTEES
24, 2009

September

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• The meeting was called to order in the Claflin Room by Chair Matt Lowrie. Present were trustees Elaine Alligood, Mary Keenan, David Rich, Hal Shubin, and Heli Tomford, Director Maureen Connors and Coordinator of Technical Services Fred Dooe.

• The minutes of the meeting of August 18, 2009, were unanimously approved on a motion by Trustee Shubin, seconded by Trustee Rich.

• **Old Business:**

• Kindle update –

• Director Connors reported that the Kindles, the gift of Liz and Graham Allison, are very popular with patrons; there is a long reserve list. News of the Belmont Library Kindles has been included on MinuteMan Network and in other reports.

• Restructuring Committee –

• Trustee Shubin graciously acceded to the Chair's request that he continue his work with this group, the outgrowth of the Community Planning Group. The need for clarification of these meetings was cited. It is critical that the Library continue its work with this group as the question of a site for the library must be resolved before any forward steps may be taken. Noting the many services that the Library and the Friends of the Library provide for the schools and the opportunity to work with the new Superintendent of Schools, Trustee Tomford suggested that Superintendent Entwistle be invited to the next meeting. Director Connors will issue this invitation. If there is a meeting conflict, the trustees will meet 15 minutes earlier to accommodate our guest.

• OBOB –

• The One Book One Belmont program is going very well under the skilled direction of Coordinator of Public Services Emily Reardon. Chair Lowrie complimented Trustee Shubin for his introduction at the main event. Trustee Alligood will speak at the Art Gallery event on September 25th. Director Connors reviewed plans for the event at the Farmer's Market on October 8th.

• Website update –

• Sue-Ellen Lamb has been selected for this work.

• **New Business:**

• Meeting the MAR –

• Due to a miscalculation on the part of the library, a correction must be made to the FY10 budget. A motion was made and unanimously voted that the trustees seek \$15,612 from the town (the Warrant Committee and its sub-committee) to meet the MAR; if that proves impossible, to seek a waiver. The first course of action is preferred; the ramification of future level funded budgets without these added

funds is dire. This motion was made by Trustee Shubin and seconded by Trustee Rich. Director Connors will take necessary steps to place the library item on the agenda of the Warrant Committee.

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- Trust fund transfers –
- A motion by Trustee Tomford and seconded by Chair Lowrie to authorize the transfer of \$11,001.87 from the Jane Dustan Fund and \$20,893.47 from the Library Gift Funds for a withdrawal of 80 % of the income of these funds was voted unanimously.
- MBLC Grant –
- A motion by Trustee Rich, seconded by Trustee Alligood and voted unanimously, stated that the Board of Trustees apply for an extension request for the Massachusetts Public Library Construction Program to extend the provisional grant award to June 15, 2010.
- Charging for not picking up a reserve –
- This situation will continue to be monitored.
- Evaluation –
- After Director Connors completes a self-evaluation, this will be e-mailed to the trustees along with forms for them to complete in this process.
- Book Sale at Benton –
- This topic will be discussed further. One option is waiting until spring; another is donating the books to a worthy group. This latter option raises questions to be further explored.
- Macy's fundraiser –
- The consensus was that this fundraising activity be best conducted through the Friends. Director Connors will contact Friends' President Wendy Delorey.
- Generator –
- As the library is the location for the town-wide network, an emergency generator must be placed here. Director Connors will ask the responsible agent to meet with the trustees to answer the many questions about this proposal – how is it powered (gas, diesel), effect on patrons, noise, amount of generator activity, placement, etc. Trustee Tomford asked if the Library could access the town web-site for placement of closure notices during snow emergencies, etc.
- Appreciation to the Garden Club –
- Trustee Keenan called attention to the herculean task of trimming the bushes on the east side of the library which was done by the three member Community Planting Committee with the assistance of two husbands. A motion by Chair Lowrie and seconded by Trustee Keenan was voted unanimously so the Garden Club will be thanked for their dedicated efforts for improving the grounds around the library.
- Library usage as reported in Citizen-Herald – Trustee Tomford will pursue this; Director Connors will have the reference staff locate pertinent studies.
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- Next meeting **Tuesday October 20th 7:30 p.m.**

- with the possibility of an special meeting earlier in the month to discuss the MAR.
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- Respectfully submitted,
- Mary E. Keenan, secretary